



**PATRICK OGAWA**  
ACTING EXECUTIVE OFFICER

## COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 383  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1411 • FAX (213) 633-5100

### MEMBERS OF THE BOARD

HILDA L. SOLIS  
MARK RIDLEY-THOMAS  
SHEILA KUEHL  
DON KNABE  
MICHAEL D. ANTONOVICH

June 30, 2015


The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

14 OF JUNE 30, 2015

  
PATRICK OGAWA  
ACTING EXECUTIVE OFFICER

### CONFLICT OF INTEREST AND DISCLOSURE CODES (ALL DISTRICTS) (3-VOTES)

#### SUBJECT

Approval of Conflict of Interest and Disclosure Codes.

#### **IT IS RECOMMENDED THAT THE BOARD:**

Approve the Conflict of Interest and Disclosure Codes for the Antelope Valley Air Quality Management District; Arts Commission, Los Angeles County; I-5 Consortium Joint Powers Authority; Las Virgenes Municipal Water District; Los Angeles County Law Library; Los Angeles Memorial Coliseum Commission; Pasadena Area Community College District; Southeast Los Angeles County Workforce Investment Board; and the Whittier Union High School District to be effective the day following your Board's approval.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

In accordance with the Political Reform Act of 1974, the Board of Supervisors is the code reviewing body for Los Angeles County.

Pursuant to Government Code Section 87300, every local government agency must adopt and promulgate a Conflict of Interest and Disclosure Code. The Board of Supervisors must approve the code before it can take effect.

Pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when necessitated by changed circumstances.

### **Implementation of Strategic Plan Goals**

Approval of the attached codes broadly supports the County Strategic Goal of Operational Effectiveness/Fiscal Sustainability.

The proposed Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

### **FISCAL IMPACT/FINANCING**

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which individuals in designated positions are required to disclose financial interests at a level appropriate to their decision-making authority.

Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Pursuant to Government Code Section 87300, the code review staff recommends that your Board approve the Conflict of Interest and Disclosure Codes for the agencies listed below.

#### **SUBSTANTIVE CHANGES:**

(Antelope Valley Air Quality Management District)

- Deletes Deputy Air Pollution Control Officer(s) from the code due to reorganization.
- Changes the titles of three (3) positions.
- Expands the disclosure for two (2) positions.
- Exhibit "B" is modified with the footnote for Consultants to include New Positions.

(Arts Commission, Los Angeles County)

- Exhibit "A" is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit "A" wording is modified within category 5.
- Exhibit "B" is modified with a clarifying footnote for Consultants and New Positions.
- Changes the titles of four (4) positions.

(I-5 Consortium Joint Powers Authority)

- Exhibit “A” the definition of Jurisdiction is amended.

(Las Virgnes Municipal Water District)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- The agency has deleted their antiquated disclosure categories and has adopted the County’s Model Disclosure Categories.
- Changes the titles of two (2) positions.
- Changes the disclosure categories of six (6) positions.
- Adds Executive Assistant/Clerk of the Board; Treasurer; Finance Manager; and Buyer to the code.

(Los Angeles County Law Library)

- Deletes Senior Director, Administrative Services from the code due to reorganization.
- Adds Finance Director; Facilities Manager; and Director, Reference & Research to the code.

(Los Angeles Memorial Coliseum Commission)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- Exhibit “A” is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit “A” wording is modified within category 5.
- Exhibit “B” is modified with a clarifying footnote for Consultants and New Positions.
- Deletes General Manager; Assistant General Manager/Director of Finance; Assistant General Manager/Director of Events; General Manager, Food and Beverage from the code.

(Pasadena Area Community College District)

- Deletes Executive Director for Fiscal Services; Vice President for Information Technology Services; Supervisor Publications; Manager Bookstore; Supervisor, Office and Print Services; and Director, Campus Police & Safety Services due to reorganizational changes since the last code revision.
- Changes the titles of three (3) positions.

- Expands the disclosure of one (1) position.
- Adds Associate Vice President of Strategic Planning and Innovation; Associate Vice President of Academic Affairs; Associate Vice President of Student Affairs; and Director, Purchasing and Contracts Administration to the code.

(Southeast Los Angeles County Workforce Investment Board)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- Exhibit "A" is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit "A" Category 1/C the Program name is updated.
- Exhibit "A" Category 3 is modified with additional wording.
- Exhibit "B" is modified with a clarifying footnote for Consultants and New Positions.

(Whittier Union High School District)

- Exhibit "A" is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit "A" wording is modified within category 5.
- Exhibit "B" is modified with a clarifying footnote for Consultants and New Positions.
- Deletes Associate Superintendent; Assistant Superintendents; and Director of Technology and Information Systems due to reorganization.
- Adds Assistant Superintendent of Business Services; Assistant Superintendent of Educational Services; Assistant Superintendent of Personnel Services; Director of Information Technology; and Director of Educational Technology to the code.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 by requiring the individuals designated in each agency's code to disclose appropriate economic interests.

The Honorable Board of Supervisors

6/30/2015

Page 5

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patrick Ogawa". The signature is fluid and cursive, with a long horizontal stroke at the end.

PATRICK OGAWA

Acting Executive Officer, Board of Supervisors

PO:kw

Enclosures

c: Interim Chief Executive Officer  
County Counsel

Conflict of Interest Code  
of the

**ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act, (Government Code §81000, et seq.), requires state and local government agencies to adopt, and promulgate conflict-of-interest codes. The Fair Political Practices Commission (FPPC) has adopted a regulation (2 Cal. Code of Regs. §18730) which contains the terms of a standard conflict-of-interest codes, which can be incorporated by reference in any agency's code. After public notice and hearing this regulation may be amended by the FPPC to conform to amendments to the Political Reform Act after public notice and hearings. Therefore, the terms of 2 California Code Regulations §18730 and any amendments thereto which are duly adopted by the FPPC are hereby incorporated by reference. This regulation and the attached Appendix in which officials and employees are designated and disclose categories are set forth, are hereby incorporated by reference and constitute the conflict of interest code of the ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT (AVAQMD).

Place of Filing of Statements of Economic Interests

Designated employees shall file their statements with the AVAQMD who will make the statements available for public inspection and reproduction (Gov. Code §81008). Upon receipt of the statement(s) for Members, and Alternate Members AVAQMD Governing Board, AVAQMD Hearing Board Members and Alternate Members, and the Air Pollution Control Officer (APOC), the AVAQMD shall make and retain copies and forward the originals to the Los Angeles County Board of Supervisors. Statements of all other designated employees will be retained by the AVAQMD.

**Conflict-of-Interest Code for the  
ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT (AVAQMD)**

**APPENDIX "A"  
DISCLOSURE CATEGORIES**

**CATEGORY 1**

Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that provide services, supplies, materials, machinery, or equipment of the type utilized by the AVAQMD.

**CATEGORY 2**

Interests in real property located within the jurisdiction of the AVAQMD, or within two miles of the boundaries of the jurisdiction of the AVAQMD, or within two miles of any land owned or used by the AVAQMD.

**CATEGORY 3**

- a) Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from all business entities, governmental entities, and non-profits that are regulated as well as any homeowner/renter that is fined or cited by the AVAQMD.
- b) Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that engage in the acquisition, disposal, or development of real property within the AVAQMD.
- c) Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that regularly engage in the preparation of environmental impact statements or reports.
- d) Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that receive financial or technical assistance from the AVAQMD.

**CATEGORY 4**

Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from entities subject to inspections by the AVAQMD.

**Conflict-of-Interest Code for the  
ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT (AVAQMD)**

**APPENDIX “B”**

**DESIGNATED OFFICIALS / EMPLOYEES**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Members, and Alternate Members AVAQMD Governing Board	1, 2, 3
Members and Alternate Members – AVAQMD Hearing Board	1, 2, 3
Air Pollution Control Officer (Executive Director)	1, 2, 3
District Counsel	1, 2, 3
Deputy Director/Antelope Valley Operations	1, 2, 3, 4
Supervising Air Quality Engineer	1, 2, 3
Deputy Director/Mojave Operations	1, 2, 3, 4
Fiscal Services Manager	1, 2, 3
Community Relations and Education Manager	1, 3
Deputy Director/Administrative Services	1, 2, 3
Lead Air Quality Engineer	4
Lead Air Quality Instrument Technician	1, 4
Lead Air Quality Specialist	4
Lead Planning and Rulemaking	4
Air Quality Engineer	4
Air Quality Instrument Technician	4
Air Quality Specialist	4
Consultants/New Positions*	



**Conflict-of-Interest Code for the  
ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT (AVAQMD)**

**APPENDIX "B"**

**DESIGNATED OFFICIALS / EMPLOYEES (Cont'd)**

\*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following:

The Air Pollution Control Officer (APCO) may determine in writing that a particular consultant, although in a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in Appendix "A". Such written determination shall include a description of the consultant's duties, and based upon that description, a statement of the extent of the disclosure requirements. The Air Pollution Control Officer's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code.

**EFFECTIVE DATE:**

Conflict of Interest Code  
of the

**ARTS COMMISSION, LOS ANGELES COUNTY**

Incorporation of FPPC Regulation 18730  
(2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Commissioners and Executive Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **ARTS COMMISSION, LOS ANGELES COUNTY**

### **EXHIBIT "A"**

#### **CATEGORY 1**

Persons in this category shall disclose all investments and business positions.

#### **CATEGORY 2**

Persons in this category shall disclose all income (includes gifts, loans and travel payments) and business positions.

#### **CATEGORY 3**

Persons in this category shall disclose all business positions, investments in, or income (includes gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the Arts Commission and its staff and associated with the job assignments of designated positions assigned to this disclosure category.

#### **CATEGORY 4**

Persons in this category shall disclose all interests in the following areas:

- A. Business positions, investments in, and income (includes gifts, loans and travel payments) received from for-profit businesses, nonprofit entities and persons that provide arts services utilized by the Arts Commission or that are eligible to receive grants from the Arts Commission;
- B. Any trusteeship or directorship of entities that provide arts services utilized by the Arts Commission or that are eligible to receive grant funds from the Arts Commission.

## **ARTS COMMISSION, LOS ANGELES COUNTY**

### **EXHIBIT "A" (Cont'd)**

#### **CATEGORY 5**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendations or counsel to the Arts Commission which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Executive Director or his or her designee of the Arts Commission.

## ARTS COMMISSION, LOS ANGELES COUNTY

### EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Commissioners	4
Executive Director	1, 2
Managing Director, John Anson Ford Theatres	3, 4
Chief I, Arts Commission Programs	4
Arts Commission Manager	3, 4
Chief II, Arts Commission Program	3
Head, Marketing and Communications	3
Arts Commission Senior Program Associate	3, 4
Senior Information System Analyst	3
Administrative Services Manager II	3
Consultants/New Positions*	5

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

**EFFECTIVE DATE:**

Conflict of Interest  
of the

**I-5 CONSORTIUM OF CITIES JOINT POWERS AUTHORITY**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,  
Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Members of the Policy Board, Alternate Members of the Policy Board, and the Executive Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **I-5 CONSORTIUM OF CITIES JOINT POWERS AUTHORITY**

### **EXHIBIT "A"**

#### **DEFINITIONS:**

##### **Jurisdiction**

The jurisdiction of the I-5 Consortium of Cities for purposes of this conflict of interest code will be all territory (or land, or property) located within 1 mile of the boundary of the right-of-way of the Interstate 5 Freeway currently owned or to be acquired by the State of California extending from the Orange County boundary at the south to the intersection of the Interstate 5 and 710 Freeways.

#### **CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

#### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

#### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

#### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

## **I-5 CONSORTIUM OF CITIES JOINT POWERS AUTHORITY**

### **EXHIBIT "A" (Cont'd)**

#### **CATEGORY 5**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See footnote for additional clarification.)



## **I-5 CONSORTIUM OF CITIES JOINT POWERS AUTHORITY**

### **EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Members of the Policy Board	1, 2, 3
Alternate Members of the Policy Board	1, 2, 3
Members of the Administrative Entity	1, 2, 3
Treasurer	2, 3
Legal Counsel	1, 2, 3
Executive Director/Authority Engineer	1, 2, 3
Consultant/New Positions*	5

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

**EFFECTIVE DATE:**

Conflict of Interest Code  
of the

**LAS VIRGENES MUNICIPAL WATER DISTRICT**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Directors and General Manager and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **LAS VIRGENES MUNICIPAL WATER DISTRICT**

### **EXHIBIT "A"**

#### **CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

#### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

#### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

#### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

#### **CATEGORY 5**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individual who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the General Manager or his or her designee of the agency.

(See footnote for clarification.)

## **LAS VIRGENES MUNICIPAL WATER DISTRICT**

### **EXHIBIT "B"**

<b><u>Designated Employees</u></b>	<b><u>Disclosure Categories</u></b>
Board of Directors	1, 2, 3
General Manager	1, 2, 3
District Counsel	1, 2, 3
Executive Assistant/Clerk of the Board	2, 3
Treasurer	2, 3
Director of Facilities and Operations	4
Director of Finance and Administration	4
Finance Manager	4
Buyer	4
Director of Resource Conservation and Public Outreach	4
Consultants/New Positions*	5

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The General Manager or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

**EFFECTIVE:**

Conflict of Interest Code  
of the

**LAW LIBRARY, LOS ANGELES COUNTY**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Trustees and Executive Director, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **LAW LIBRARY, LOS ANGELES COUNTY**

### **EXHIBIT "A"**

#### **CATEGORY 1**

Persons in this category shall disclose all business positions and investments in and all income (including gifts, loans and travel payments) received from businesses that manufacture or sell supplies or services of the type utilized by the Law Library, including but not limited to, publications, office equipment and supplies, library supplies and landscape maintenance, insurance and utilities.

#### **CATEGORY 2**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See footnote for clarification.)

## **LAW LIBRARY, LOS ANGELES COUNTY**

### **EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Board of Trustees	1
Executive Director	1
Senior Director, Information Services & CTO	1
Director, Reference & Research	1
Finance Director	1
Facilities Manager	1
Consultants/New Positions*	2

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

**EFFECTIVE DATE:**

Conflict of Interest Code  
of the

**LOS ANGELES MEMORIAL COLISEUM COMMISSION**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Commissioners, Alternate Commissioners and Chief Administrative Officer, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).



## **LOS ANGELES MEMORIAL COLISEUM COMMISSION**

### **EXHIBIT "A"**

#### **CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

#### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

#### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

#### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

#### **CATEGORY 5**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Chief Administrative Officer or his or her designee of the agency.

(See footnote for clarification)

## LOS ANGELES MEMORIAL COLISEUM COMMISSION

### EXHIBIT "B"

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Commissioner (including Alternates)	1, 2, 3
Attorneys	1, 2, 3
Chief Administrative Officer	1, 2, 3
Consultants/New Positions*	5

\*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Chief Administrative Officer or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Administrative Officer or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

**EFFECTIVE DATE:**

Conflict of Interest Code  
of the

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,  
Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Trustees Members and the President and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **PASADENA AREA COMMUNITY COLLEGE DISTRICT**

### **EXHIBIT "A"**

#### **CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

#### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

#### **CATEGORY 3**

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

#### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

#### **CATEGORY 5**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See footnote in Exhibit "B" for clarification.)

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

**EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Member, Board of Trustees	1, 2, 3
Superintendent/President	1, 2, 3
General Counsel	1, 2, 3
Executive Director, Business & College Services	1, 2, 3
Assistant Superintendent/Senior Vice President, Business & College Services	1, 2, 3
Senior Vice President for Academic and Student Affairs	1, 2, 3
Associate Vice President of Strategic Planning and Innovation	1, 2, 3
Executive Director for Human Resources	2, 3
Executive Director, Facilities Services and Construction Management	1, 4
Associate Vice President of Academic Affairs	4
Associate Vice President of Student Affairs	4
Director, Purchasing and Contracts Administration	4
Executive Director Pasadena City College Foundation	4
Consultants/New Positions*	5

**PASADENA AREA COMMUNITY COLLEGE DISTRICT**

**EXHIBIT "B" (Cont'd)**

\* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The President or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The President or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

**EFFECTIVE DATE:**

Conflict of Interest Code  
of the

**SOUTHEAST L.A. COUNTY WORKFORCE INVESTMENT BOARD**  
**(SELACO WIB)**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its WIB Members, Alternate WIB Members, as appropriate and the Executive Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**SOUTHEAST L.A. COUNTY WORKFORCE INVESTMENT BOARD  
(SELACO WIB)**

**EXHIBIT "A"**

**CATEGORY 1**

Persons in this category shall disclose investments in, income (including gifts, loans and travel payments) from and business positions with:

- A. Business entities located within Los Angeles County that train people for employment or employment improvement.
- B. Employment agencies located in Los Angeles County.
- C. Business entities that employ, or plan to employ, persons who have received Workforce Investment Act (WIA) training for which the SELACO WIB was responsible.

**CATEGORY 2**

Persons in this category shall disclose interests in real property in the service delivery area.

**CATEGORY 3**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Executive Director or his or her designee of the agency. (See footnote for clarification.)



**SOUTHEAST L.A. COUNTY WORKFORCE INVESTMENT BOARD  
(SELACO WIB)**

**EXHIBIT "B"**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
WIB Members	1, 2
Executive Director	1, 2
General Counsel	1, 2
Consultants/New Positions*	3

\* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

**EFFECTIVE DATE:**

Conflict of Interest Code  
of the

**WHITTIER UNION HIGH SCHOOL DISTRICT**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Governing Board Members and Superintendent, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

## **WHITTIER UNION HIGH SCHOOL DISTRICT**

### **EXHIBIT "A"**

#### **CATEGORY 1**

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

#### **CATEGORY 2**

Persons in this category shall disclose all investments and business positions.

#### **CATEGORY 3**

Person in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

#### **CATEGORY 4**

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

#### **CATEGORY 5**

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent or his or her designee of the agency.

## WHITTIER UNION HIGH SCHOOL DISTRICT

### EXHIBIT "B"

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Governing Board Members	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent of Business Services	1, 2, 3
Assistant Superintendent of Educational Services	1, 2, 3
Assistant Superintendent of Personnel Services	1, 2, 3
Director, Business Services	2, 3
Director of Facilities	2, 3
Director of Fiscal Services	4
Director of Food Services	4
Director of Information Technology	4
Director of Educational Technology	4
Purchasing Supervisor	4
Consultants/New Positions*	5

\* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.

**EFFECTIVE DATE:**